

**New Hampshire
Statewide Interoperability Executive Committee (SIEC)
Meeting
New Hampshire Fire Academy
Classroom 5&6
September 16th, 2016
9:00a.m.**

I: Welcome and Introduction

II: Meeting called to order @ 9:03 AM - Chairperson Ernie Petrin

III: Accepting Minutes from May 2016 Meeting

A motion to accept the minutes was made by Dan Eaton and seconded by Carol Miller. The minutes were approved unanimously.

IV: SIEC Membership Discussion – Chairperson Ernie Petrin

Individuals have been appointed to the SIEC by the Commissioner and the State Senate. John Stevens noted the changes made in the charter, and that the SIEC Executive Management Committee will be made up of the chairperson and the chair of each working group. A meeting will be scheduled soon regarding policy changes, and once accomplished those changes will come to the SIEC for approval.

V: New Hampshire RFP Updates – John Stevens, SWIC/SPOC

- Mission Critical Partners (MCP)

In the fall of 2015 the state provided data to FirstNet, but that data didn't represent a complete picture of the state's needs. The SLIGP grant allowed for an opportunity to expand data, by hiring an engineering consulting firm to gather input on the needs of the state. Scott Neil, of MCP, was the project lead. The process started in the spring of this year when surveys went out. The information gathered from the state well represented our needs. This report was sent to Mike Varney from FirstNet on June 15th.

- Commercial Vendor RFP

Governor & Council approved a contract between the state of New Hampshire and Rivada Networks. A myriad of articles about NH are circulating, both positive and negative. Congratulations to FirstNet/Broadband Working Group for drafting and scoring the RFP, and getting this process to a point where we could get this contract before Governor & Council. The entire process has been transparent, and New Hampshire remains in lockstep with FirstNet. A decision has not been made to opt-out. The state will continue to work with FirstNet and do everything in our power to provide a statewide application that works for all first responders. The state had an obligation to fulfill by engaging in due diligence to provide an alternative to the Governor & Council. The options are to "opt-in", "opt-out" (build your own RAN), or do nothing (which means that FirstNet builds out anyway). If the decision is made to "opt-out", the state

will have 180 days to develop a plan for RAN buildout. The RFP conversation began back in July of 2015, by September of 2016 the contract came to fruition, this illustrates the fact that 180 days is an inadequate amount of time to complete this process. The goal is to provide a statewide application for all first responders in New Hampshire, John expressed that he would be remiss in his responsibilities if he didn't explore options beyond FirstNet. New Hampshire is presently the only state in the country that will provide to Governor & Council an opportunity to make a decision that is best for the state.

- 91-A Discussion

Part of the process is the state will need to handle 91A and FOIA (Freedom Of Information Act) requests. Thanks to AG Office for their work on the integrated agreement. Going forward there will be many more meetings to work on creating a master services contract that will be presented to Governor & Council for approval. This will involve working with the commercial vendor, and establishing a Private Public Partnership through working with the FCC, NTIA and FirstNet. A question was raised as to where to send 91-A requests. Please forward 91-A requests to John Stevens. John Stevens was thanked and commended for his leadership.

VI: FirstNet/New Hampshire Webpage & Social Media – Alyson Fava

The FirstNet New Hampshire website went live last month, the URL is <http://www.nh.gov/firstnet>. The calendar is easily accessible on the home page, and also on the News & Events page. If you have an event, training, or meeting you would like placed on the calendar please email NHSWIC@dos.nh.gov. The Resources page also has a place for working group meeting minutes, and if you're interested in sharing those you can send an email to NHSWIC@dos.nh.gov. Our office is on social media including [Twitter](#), [Facebook](#), and [LinkedIn](#) and we're hoping you will follow us and interact with us on those sites. Carol Miller encouraged everyone to follow us.

VII: FirstNet Update – Mike Varney, Region I FirstNet Coordinator Consultation and State Data

- Consultation/Interactions to Date

FirstNet has been collecting data from all the states, and held a CTT (Consultation Task Team) meeting in June where they received valuable input from New Hampshire. FirstNet is using the data they receive to develop network policies.

- State Data Collected

New Hampshire sent the MCP report and raw data to FirstNet in June.

State Plans

- Development and Delivery Process
- Roles and Responsibilities
- Next Steps/Questions

Please provide information to Mike on what you would like to see in the state plan. John reminded everyone that the state plans are provided to every state on the same day. If a state were to consider “opting-out” and building their own RAN, they would be putting out an RFP with every other state in the country that also chooses to “opt-out” and thus will be searching for a contractor at the same time which will make the process extremely competitive. Is FirstNet primarily building out in southern part of state? Mike answered, that FirstNet will be going off of the draft objectives map not focusing just densely popular areas, and that rural is important to them. Rural application is very important to the state which has been conveyed to FirstNet. The state plan will drive as close as they can to the objectives provided to FirstNet by New Hampshire.

Governor’s Decision

- Post Decision Process
- Opt-Out Considerations
- Next Steps/Questions

The portal will have two sides, one for public safety agencies, and one for the governor. There will not be a mandate for any public safety agency to use the network. There is 180 days for an alternative application which must be submitted to the FCC and NTIA. NTIA will post a public notice on their process soon. Spectrum relocation has begun to get various agencies relocated from Band-14 to an alternative frequency. The CTO shop is in development in regard to devices, apps and the ecosystem. Their goal is to create a diverse option of apps, and currently they are working through security issues on the apps. They’re working with PSCR on developing devices, some of which are being used in early adopter sites. These devices include wearables, hybrids, and remote sensing devices. They plan to take existing technology and integrate it into 5G in order to keep moving forward. They asked their partner to provide for a BYOD (Bring Your Own Device) policy. They will be putting out guidelines and working with key providers. If there are certain BYOD policies you have concerns with or want to see, please share these concerns with Mike Varney.

- Next Steps/Questions

FirstNet’s partner will be announced in November. Drafts of state plans will be released during the first quarter of 2017, sometime in January through March. During the second quarter (April through June) of the year the final state plans will be issued prompting the 90 day window. The dates are the same for all of the states.

- Open Discussion – FirstNet

Steve Kropper spoke in regard to broadband network testing being done in Milford, and how they’ve only been able to access a license for 1-2 weeks of testing and they require a long term license for testing from FirstNet. Mike stated that he would assist with Steve’s request.

Carol Miller asked what FirstNet’s plans are regarding rural connectivity. Mike Varney answered that FirstNet has left the options open for their partner, and that the main part of buildout will

be terrestrial coverage (tower based), which deployables can enhance upon.

Tom Andross asked if the initial draft objectives map is public? Mike answered yes it's on the web and was provided back during the initial consultation.

What is the timing for the release of the state plan? Mike answered that a draft in will be issued in the first quarter of 2017, and the final plan will be issued in the second quarter of 2017.

Brian Shepherd asked, in recognition of the fact that there is limited funding will the state plan provide a buildout timeline? Mike answered, it will be specific right with day 1 (6 months after award) operating conditions and provide details on a 5 year phased buildout. That's why FirstNet asked for the priorities from the state.

Ernie Petrin called for a 9:57 AM break. The meeting resumed at 10:06 AM.

VIII: Working Groups Status Updates

- Frequency/Interoperability WG – Tom Andross

The working group meets monthly, but there was no meeting in August. The MOU for frequencies statewide matrixes is done in format, it went out to fire departments, and will go out to the LawNet people next. There will be an update if any changes made. License holders need to sign off on their channels. During the May meeting there was notification of interop channels, Zone H channels were being used together, and a notification feature was set up to let people know when CommL is using frequencies via Google alerts. A summer issue arose with Zone H frequencies which are not licensed for high frequencies for line A, which required a rebuild for the regional communication system in Coos county. They reached to out the frequency operator to assist with the issue. Equipment standard recommendations for folks buying equipment has been assigned to subgroups in various categories. Their next meeting is Sept 21st, at 2:00PM in New Hampton.

How has the recent upgrade in Manchester to an encrypted network upgrade been dealt with? Tom answered that the working group reviewed this in May and will be reaching out to confirm changes prior to publishing information.

- Operations WG – Chief Mark Doyle

The working group last met in June, and went to QPP assessment. In July Ernie Petrin and John Stevens, met to review the charter and to go over the three year terms, etc. They spoke in regard to handling outreach and to direct people to the website. The goals for their next meeting is go over objectives for the SCIP, the ZONE H issue, and setting up a notification system.

- CommL Sub-Committee – Cecily McNair

CommL will meet this afternoon. There has been a recent inquiry to include CommT in their group. A new class will be taking place in Maine, and they will meet to discuss. An update will be provided at the next SIEC meeting.

Ernie Petrin asked if there was a task book update? Cecily answered, people are working on their books, there haven't been any inquiries. NH Emergency Dispatchers had a meeting, and the workbooks were being worked on

- FirstNet/Broadband WG – Carol Miller

The working group hasn't met since the RFP concluded. The next meeting is scheduled on September 29th, at 9:00 AM in the second floor conference room of the Department of Safety. The kick-off meeting will establish the perimeters by which Rivada Networks will provide to the state a detailed engineering and design plan for the proposed New Hampshire Public Safety Broadband Network (PSBN).

- Executive Management Committee – John Stevens

The Executive Management Committee had planned a meeting but had to cancel, a new date will be set soon.

Tom Andross spoke about the Homeland Security Grant program and the issue of reprogramming. John Stevens will check with Pam Urban-Morin to see where it stands.

IX: US Department of Homeland Security, Office of Emergency Communications (OEC) – Rick Andreano

The SWIC has to coordinate frequencies, and often multi-state coordination is required. Now that notifications are going out, people are using H Bank more. Each state has their own coordination process. In New Hampshire it's an ad-hoc process, that is becoming increasingly difficult to manage. There is an email reflector that goes to all system owners via a blast email. Each state has their own method for notifying agencies. It's a sharing process with targeted notifications. The impact determines the type of notification. Low impact means they notify dispatch centers by county. Wider impact means they notify the home county and any that touch it including out-of-state. State Agencies receive all notices. There are federal agency partners coordinate with as well. A request prepared in advance and sent by ICS205 is the best way. An issue arises when there is an event happening with little to no notice, and essentially they're scrambling to try and clear everyone out of the way. It's a cumbersome process, and they're going to turn it back to the Operations WG and Frequency/Interoperability WG. Rick spoke with Chief Doyle to walk through the process. The Operations WG has been asked to look at the process, and assess how to coordinate. Please note that Rick and John Stevens have no authority over H Bank, they can only make recommendations. They want to determine how best to establish a more efficient notification process. Rick has volunteered to participate in the process, and they've had a huge success in utilizing the channels. Ernie Petrin echoed the sentiment that a proper notification process needs to be in place.

Do you receive IAC emails? Rick answered, no. Heidi Lawton stated those emails refer to large events going on in the state, and she will provide their email to him. Rick added that John Stevens needs to be notified as well.

Cecily McNair spoke in regard to the Hopkinton Fair, and the 25 officers where only half of the officers could communicate. They operated for a day and half, using their cellphones. Finally they switched over to band 14 and it worked properly, LP1 and LP2. John Stevens added, as critical incidents happen we'll manage as best we can. If you anticipate using an H Bank channel

please communicate this in advance, by providing a 205. Rick currently maintains the lists, and added that if you know of anyone you think should be on the list to please let him know.

X: Mutualink Presentation – Chief Bob Galvin (Ret.)

Bob Galvin was unavailable to attend the meeting, and thus no presentation took place.

Tom Andross inquired about the SIEC asking Grants Management to authorize a request for money to be allocated for reprogramming. Ernie Petrin added that the discussion will have to take place again with the Commissioner. John Stevens added, that he had spoken with Pam Urban-Morin and she had asked if there is a less expensive way for this to happen? It was suggested that Pam be invited to the Frequency/Interoperability WG meeting to go over reasons why this should be pushed forward while recognizing that there is limited money. Tom Andross added that the SIEC adopted this as a request to be made, and that the money was moved around prior to the grant applications being sent out, but for some reason this didn't make the list and it is a statewide concern. Ernie added that they will push the matter forward, with John adding that persistence is key.

John Stevens spoke in regard to the website, and the scrolling pictures on the home page. He encouraged people email us pictures to post. He also encouraged the working groups to please supply agendas, and meetings.

XI: Next Meeting Date

Nov 4th at 9:00 AM, New Hampshire Fire Academy in Classrooms 5&6.

There was a discussion as to whether or not the meetings should be held more frequently because of the upcoming FirstNet timeline? The charter states that the meetings shall take place on a quarterly basis, and if a need arises a special meeting can be held.

XII: Adjourn

A motion to adjourn was made by Mark Proulx, and seconded by Tom Andross @ 10:53 AM.